LPITS Online Video Training Library

Video Subject: Changing Your Screen Resolution

In this 3-minute video segment -- brought to you by **Legislative Printing**
You will learn how to change your screen's resolution to match your personal preferences.

I will show you how to adjust your screen's resolution to make text and images more readable. Before we begin our exercise today, let's take a moment and talk a little about screen resolution.

Screen resolution refers to the clarity of text and images displayed on your computer's screen.

> Native resolution displays the sharpest text and images possible for your monitor. This 23-inch monitor is set to its native resolution of 1920 x 1080 pixels per inch. At this setting, images appear sharper but icons can appear smaller. Higher Resolutions allow more items to be visible on your computer's screen.

> At lower screen resolutions -   like 800 x 600 pixels -- icons appear much larger, but fewer items can be displayed on your computer's screen.

Now for our exercise.

In this exercise, we will enlarge the icons our desktop by changing the screen resolution from the native resolution to a different resolution of **1024 x 768** pixels per inch.

1. Move your mouse pointer to a blank area on your desktop - that has no icons - **Right click** once.

2. When the pop-up menu appears, select **Screen Resolution - Left click once**.

3. On the next screen, select the drop-down button next to **Resolution** -**Left click once**.

   Here you'll see a slider bar that shows you all the possible resolution settings for this monitor.

4. Point to the **Slider Guide**.

5. Press and hold the left-mouse button while gently pulling downward with your mouse - to choose the correct setting.

6. In this case, we're selecting **1024 x 768**.

   Don't be alarmed if it takes you more than one attempt to choose the correct setting.

7. Click the **Apply button**.

8. Then click **Ok**.

    Your screen may briefly fade to black for a few seconds. ***This is perfectly normal***.

9. **Windows 7** gives you 15 seconds to **change your mind**.

10. If you don't like the new settings - click the **Revert button.**

11. If you want to keep the new settings - click the **Keep Changes button**.

Congratulations!
You've just changed your screen's resolution. Now your icons will now appear much larger.

Remember this important point:

Changing your screen's resolution also effects how applications are displayed that you utilize day-to-day - like:
- Microsoft Outlook or
- Microsoft Excel or
- Microsoft Word

Thank you for viewing this training video, today. Please feel free to re-visit our website:
WWW.SCSTATEHOUSE.GOV
Just click the link to Training & System Information. On this page you'll find additional training materials as well as the link to LPITS TRAINING VIDEOS.